

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

Monday, October 21, 2002

**Zia Room - Library**

4:00 p.m.

### AGENDA

- |   |            |
|---|------------|
| A. Welcome  | Mr. Newman |
| B. Adoption of Agenda   | Mr. Newman |
| C. New Business   |            |
| 1. Consideration of Bid #928 – Resurfacing of NMJC Traffic Circle | Dan Hardin |
| D. Public Comments  | Mr. Newman |
| E. Announcement of Next Meeting                                   | Mr. Newman |
| F. Adjournment  | Mr. Newman |

**NEW MEXICO JUNIOR COLLEGE**

**Invitation To Bid #928**

**Resurfacing/Striping of NMJC Traffic Circle Drive and  
Entrance for Two-Way Traffic**

**BOARD DOCUMENTS**

Date: October 21, 2002  
Prepared by: Donna Richards  
Coordinator of Purchasing

## **NEW MEXICO JUNIOR COLLEGE**

### **BOARD DOCUMENTS**

#### **General Information**

1. On October 4, 2002, legal notices were sent to the following newspapers requesting sealed bids for Resurfacing/Striping of NMJC Circle Drive and Entrance for Two-Way Traffic.
  - 1) The Hobbs Daily News Sun
  - 2) Las Cruces Sun News
  - 3) Albuquerque Journal
2. Proposal packets were prepared and distributed by Pettigrew and Associates. Packets were sent to four potential bidders and two "Plan Rooms" in Albuquerque.
3. Two vendors submitted bids within the time frame specified by the proposal package and both vendors attended the bid opening held on October 17, 2002, at the New Mexico Junior College Business Office. Representatives of Pettigrew and Associates were also present at the bid opening.
4. Pettigrew and Associates prepared a Certified Bid Tabulation and verified that all specifications were met. The recommendation of the NMJC Business Office and Pettigrew and Associates are shown on page 5.

BID TABULATION  
CONTRACTORS

BID NO. 928  
NEW MEXICO JUNIOR COLLEGE  
Resurfacing/Striping of NMJC Circle Drive  
And Entrance for Two-Way Traffic  
BASE BID

ITEM NO.	DESCRIPTION	QUANTITY & UNIT OF MEASUREMENT	ENGINEER'S ESTIMATE		Armstrong Construction Co., Inc.		Ramirez & Sons, Inc.		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT						
203000	Unclassified Excavation	120 CU YDS.	\$9.00	\$1,080.00	\$9.00	\$1,080.00	\$10.00	\$1,200.00						
304160	Base Course - 6" Type II	500 SQ. YD.	\$7.00	\$3,500.00	\$4.00	\$2,000.00	\$6.00	\$3,000.00						
306100	Lime Treated Subgrade	500 SQ. YD.	\$2.25	\$1,125.00	\$5.00	\$2,500.00	\$6.00	\$3,000.00						
400334	3/8" Seal Coat (Precoated Chips)	22,250 SQ. YD.	\$4.00	\$89,000.00	\$2.00	\$44,500.00	\$1.75	\$38,937.50						
401500	Plant Mix Bituminous Pavement Type B 1.5"	500 SQ. YD.	\$7.25	\$3,625.00	\$8.50	\$4,250.00	\$8.00	\$4,000.00						
608004	Concrete Sidewalk 4"	40 SQ. YD.	\$40.00	\$1,600.00	\$41.00	\$1,640.00	\$40.00	\$1,600.00						
609424	Concrete Barrier Curt and Gutter - 6"x24"	110 LIN. FT.	\$14.50	\$1,595.00	\$14.00	\$1,540.00	\$13.00	\$1,430.00						
621000	Mobilization	LUMP SUM	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00	\$5,000.00	\$5,000.00						
701000	Panel Signs with Reflective Sheeting	225 SQ. FT.	\$15.00	\$3,375.00	\$18.00	\$4,050.00	\$17.50	\$3,937.50						
701030	Remove/Reset Panel Sign	4 EACH	\$150.00	\$600.00	\$80.00	\$320.00	\$450.00	\$1,800.00						

BID NO. 928

NEW MEXICO JUNIOR COLLEGE  
 Re-surfacing/Striping of NMJC Circle Drive  
 And Entrance for Two-Way Traffic

BID TABULATION  
 CONTRACTORS

BASE BID

ITEM NO.	DESCRIPTION	QUANTITY & UNIT OF MEASUREMENT	ENGINEER'S ESTIMATE		Armstrong Construction Co., Inc.		Ramirez & Sons, Inc.		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
701100	Steel Posts/Base Posts for Panel Sign	750 LIN. FT.	\$5.00	\$3,750.00	\$7.00	\$5,250.00	\$7.00	\$5,250.00	\$7.00	\$5,250.00						
702000	Traffic Control Devices for Construction	1 LUMP SUM	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00						
703100	8" One Way Clear Channel Markers	25 EACH	\$35.00	\$875.00	\$40.00	\$1,000.00	\$40.00	\$1,000.00	\$40.00	\$1,000.00						
704004	ReflectORIZED Painted Markings - 4"	52,000 LIN. FT.	\$0.20	\$10,400.00	\$0.20	\$10,400.00	\$0.18	\$9,360.00	\$0.18	\$9,360.00						
704008	ReflectORIZED Painted Markings - 8"	2,000 LIN. FT.	\$0.75	\$1,500.00	\$1.00	\$2,000.00	\$0.90	\$1,800.00	\$0.90	\$1,800.00						
704012	ReflectORIZED Painted Markings - 12"	3,500 LIN. FT.	\$1.25	\$4,375.00	\$1.40	\$4,900.00	\$1.35	\$4,725.00	\$1.35	\$4,725.00						
704024	ReflectORIZED Painted Markings - 24"	175 LIN. FT.	\$2.25	\$393.75	\$1.80	\$315.00	\$2.70	\$472.50	\$2.70	\$472.50						
704765	ReflectORIZED Painted Comb. Arrow (Thru & Right)	2 EACH	\$200.00	\$400.00	\$200.00	\$400.00	\$196.00	\$392.00	\$196.00	\$392.00						
704767	ReflectORIZED Painted Right Arrow	2 EACH	\$180.00	\$360.00	\$140.00	\$280.00	\$141.00	\$282.00	\$141.00	\$282.00						
704768	ReflectORIZED Painted Left Arrow	22 EACH	\$180.00	\$3,960.00	\$140.00	\$3,080.00	\$141.00	\$3,102.00	\$141.00	\$3,102.00						

BID NO. 928

NEW MEXICO JUNIOR COLLEGE  
 Re-surfacing/Striping of NMHC Circle Drive  
 And Entrance for Two-Way Traffic

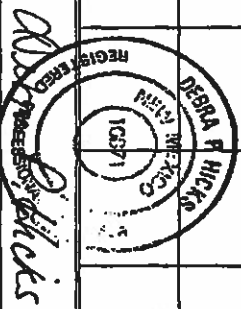
**BID TABULATION  
 CONTRACTORS**

**BASE BID**

ITEM NO.	DESCRIPTION	QUANTITY & UNIT OF MEASUREMENT	ENGINEER'S ESTIMATE		Armstrong Construction Co., Inc.		Ramirez & Sons, Inc.		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT				
704769	ReflectORIZED Painted Turn Arrow	3 EACH	\$180.00	\$540.00	\$130.00	\$390.00	\$136.00	\$408.00				
704770	ReflectORIZED Painted Word "Only" 4'x8"	6 EACH	\$300.00	\$1,800.00	\$160.00	\$960.00	\$163.00	\$978.00				
704771	ReflectORIZED Painted Word "Stop" 4'x8"	4 EACH	\$300.00	\$1,200.00	\$160.00	\$640.00	\$152.00	\$608.00				
CW 1	Raised Crosswalk with Trench Drains	1 EACH	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$9,400.00	\$9,400.00				
TOTAL				\$156,053.75		\$113,495.00		\$104,582.50				
ACKNOWLEDGED ADDENDUM NO. 1					YES		YES					
CONTRACTOR'S LICENSE & TYPE					St Paul Fire & Marine 5%		United Fire & Casualty Company 5%					
CONTRACTOR'S LICENSE & TYPE					NM 1880 GA98, GB98, GF98		NM 83020 GA-01					

ENGINEER'S CERTIFICATE:  
 I hereby Certify that this TABULATION is True and Correct.

Debra P. Hicks, PE/LSI NM No. 10871



# **NEW MEXICO JUNIOR COLLEGE**

## **Evaluation and Recommendations**

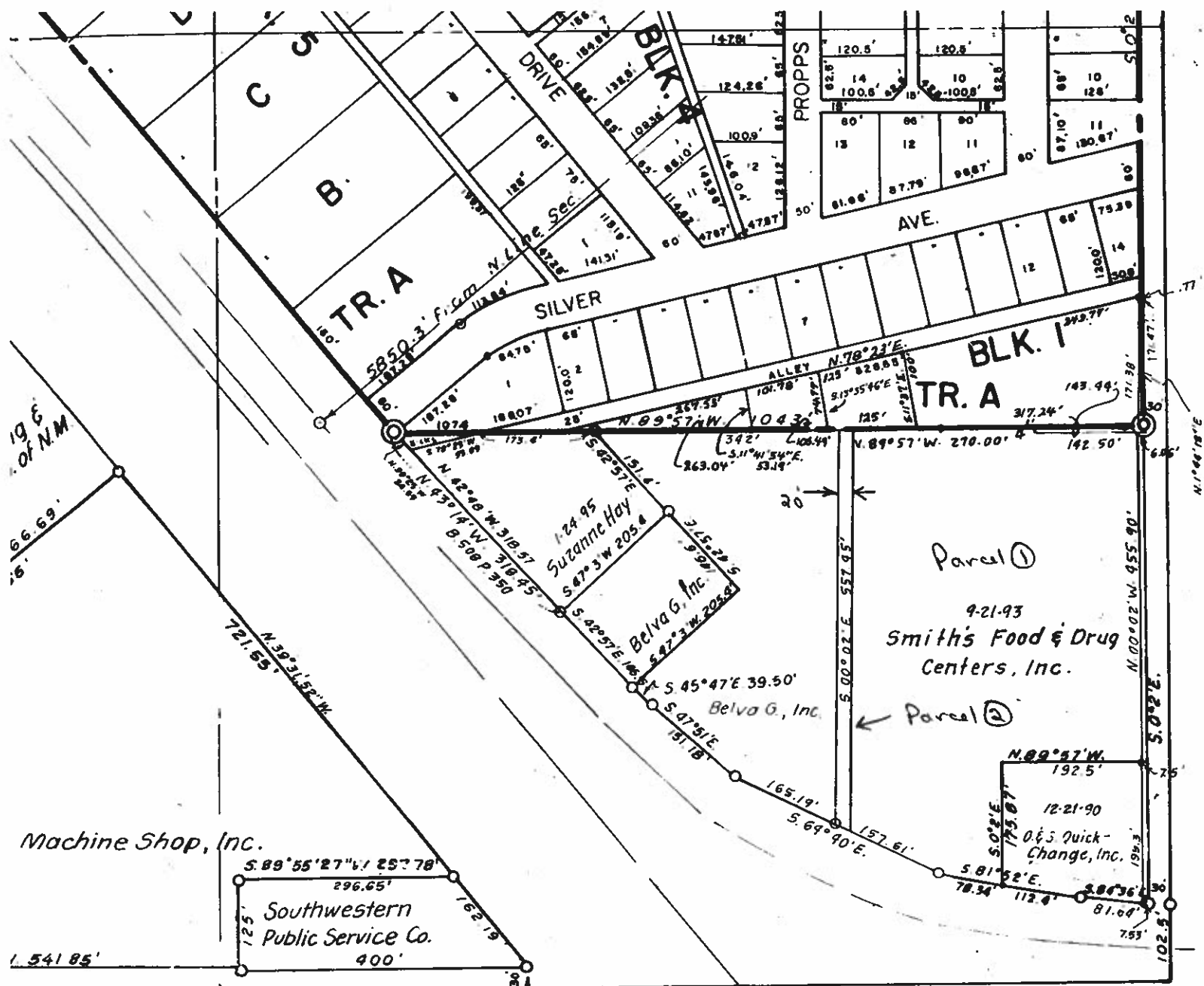
### **Board Documents**

The Administration and Pettigrew and Associates recommend accepting the bid submitted by Ramirez and Sons, Inc. of Lovington, New Mexico at a cost of \$104,682.

**Source of Funding: 2002/2003 Fiscal Year - Capital Projects**

**Account #: 9-2729-02410 – Circle Drive Project**

**Amount: \$104,682.50**



Machine Shop, Inc.

Southwestern  
Public Service Co.  
400'

Parcel ①  
9-21-93  
Smith's Food & Drug  
Centers, Inc.

← Parcel ②

12-21-90  
O.S. Quick-  
Change, Inc.

894.72 → to SE cor 21-

16-188 21

June 95  
Scale 1" = 200'





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# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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To: **New Mexico Junior College Board Members**  
From: Dan Hardin  
Date: October 17, 2002  
RE: Expenditure and Revenue Reports for September

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September represents the completion of the first quarter or 25% of the budget for the 2002/2003 fiscal year. The expenditure report represents expenditure totals that include funds expended and encumbered. The total year to date funds expended and/or encumbered through the month of September is \$8,240,240.00 of which \$1,775,019.08 are encumbered funds.

Expenditures for September increased compared to August with the fall semester operating at full speed. Academic Support has expended 49% of their budget, which mainly occurred in Library Services ordering books and periodicals for the new year. The overall percentage expended for instruction & general is 24%, which follows the projected budget. Expenditures in Student Activities, Student Aid, Auxiliary Enterprises and Athletics are above the projected monthly percentage for this time of year. Internal Service Departments had a correction in September, which resulted in a credit to that area. Some areas of the budget have more seasonal expenditures than others. For example, unrestricted Financial Aid expends a large portion of its budget at the beginning of each semester for scholarships and tuition waivers. Another example is the Bookstore which is in Auxiliary Enterprises. The Bookstore has large expenditures related to the beginning of the fall semester. In conjunction with the expenditures for the Bookstore, the revenue side of the Bookstore is also ahead of projections. The bookstore sales continue to increase, which is good news. Athletics is another department having seasonal expenditures with the grants-in-aid for the student athletes. The overall year to date expenditures for current unrestricted funds is \$4,162,719.00 or 27% of the projected budget for this time of the fiscal year.

September reflects a better picture of the grants as award letters are received and budgets are put in place. The total budget for grants has been increased to \$2,347,254.00. Most grants do not have the same July to June fiscal year as does the college; therefore, as we get the award letters you will see the increase in grant budgets. The Pell payout of \$1,397,668.00 is shown in the Student Aid for September. Direct loans account for \$418,357.00 of the year to date total. As you can see, the Financial Aid department processes a large volume of Pell and direct loan recipients.

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Plant fund expenditures for September were mainly in the Technology Upgrades and encumbering the engineering fees for the circle drive. \$15,825.00 was expended in BR&R as Charley Carroll moves BR&R projects forward. We added Auxiliary BR&R to show the funds expended for painting the dorms. Institutional funds expended for capital projects total \$1,111,130.00 year to date. Of that number, \$679,333.76 is encumbered. The capital projects total consists mainly in two projects, the Caster Activity Center HVAC upgrade and the Western Heritage Center. Projects funded from state funds total \$178,239.00. These funds were expended for IT (Information Technology) upgrades. You will see on the revenue side that we do not show any revenue for these projects. The IT projects are funded through the Commission on Higher Education from GO Bonds. These are draw down funds after the projects are completed and paid for.

Total expenditures for September were \$3,483,230.00

The revenue generated in September 2002 was \$2,467,100.00. This mostly consists of tuition and fee revenue, the monthly allocation from the state, the oil and gas income, bookstore and housing income, and direct loans draw down of \$387,780.00.

Grant revenue is showing an adjustment in revenue of \$31,902.00 for the ACCEL grants. The total revenue budget for grants has been increased to match the expense side with what has been awarded by the various agencies.

Oil and gas tax revenue for September was \$253,965.00. We have received \$841,641.00 in oil and gas income from July through September, which is \$216,870.00 over the projected budget through September.

The investment report shows an ending balance of \$7,825,000.00. Although revenue has been good we have not able to send funds to the LGIP because of cash flow needs. Of the \$7,825,000.00 in LGIP, \$5,044,234.96 is in capital projects, which is 64% of investments.

Johnson Miller and Company has completed most of their audit work and currently are working on the financials. We will have an exit conference to go over financials and findings in the near future. The audit should be submitted to the state auditor by November 15<sup>th</sup>.

This concludes the Financial Report for September 2002.



Gaston Caperton  
PRESIDENT

October 15, 2002

STEVE MCCLERRY  
NEW MEXICO JUNIOR COLLEGE  
5317 N LOVINGTON HWY  
HOBBS, NM 88240-9123

Dear President McClerry:

Every year at this time, the College Board releases its data on current average prices for tuition and fees at U.S. colleges and universities, and on trends in student financial aid. This year, we will release the data on October 21 at the National Press Club in Washington, D.C.

The College Board's data show the following increases in average college tuition and fees for academic year 2002–2003:

- At **four-year private** institutions, tuition and fees are \$1,001 more than last year (\$18,273 vs. \$17,272, a **5.8%** increase);
- at **four-year public** institutions, tuition and fees are \$356 more than last year (\$4,081 vs. \$3,725, a **9.6%** increase);
- at **two-year private** institutions, tuition and fees are \$690 more than last year (\$9,890 vs. \$9,200, a **7.5%** increase); and
- at **two-year public** institutions, tuition and fees are \$127 more than last year (\$1,735 vs. \$1,608, a **7.9%** increase).

As for trends in student financial aid, the College Board's data show:

- Total available student aid in 2001–2002 was almost \$90 billion—a record amount, and almost \$10 billion more than was available the previous year.
- Pell Grant funding rose by 23 percent in inflation-adjusted dollars in 2001–2002, but the maximum Pell Grant still covers only 42 percent of average public four-year institution costs, compared to 84 percent 20 years ago.
- Institutional grants account for nearly 20 percent of available student aid. These have more than doubled in real terms over the past decade.
- Tuition growth at four-year colleges and universities was less than 40 percent over the last decade—much lower than the increase of about 60 percent during the preceding decade.
- Total financial aid grew 10 percent in 2001–2002, surpassing or keeping up with tuition growth in all sectors. Grant aid grew fastest, increasing by 14 percent between 2000–2001 and 2001–2002.

I thank you in advance for respecting the embargo on this information until 10:30 a.m. on October 21, 2002. Supporting tables and the press release will be available on our Web site, [www.collegeboard.com](http://www.collegeboard.com), at that time.

Please let me know if we at the College Board can be of additional service to you regarding Trends in College Pricing and Student Aid.

Sincerely,

A handwritten signature in black ink that reads "Gaston Caperton".

Gaston Caperton  
President

CONFIRMATION REPORT - MEMORY SEND

Time : OCT-18-02 10:52  
Fax number: 5053922526  
Name : NMJC 505 392 2526

Job : 076  
Date : OCT-18 10:48  
To : 9--3935724  
Doc. pages : 02  
Start time : OCT-18 10:51  
End time : OCT-18 10:52  
Pages sent : 02  
Job:076 \*\*\* SEND SUCCESSFUL \*\*\*

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**New Mexico Junior College**  
Office of the President  
5317 Lovington Highway, Hobbs, NM 88240  
Phone (505) 392-5018 Fax (505) 392-2526

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**Date:** 10/18/02  
**To:** Jarrett Renshaw  
**From:** Steve McCloery

**Total of Pages including cover sheet:** 2  
**Recipient Fax:** 505/393-5724  
**Sender Fax:** 505/392-2526